



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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Information Bulletin No. **CA-2002-001**

To: All Employees

From: Deputy State Director, Support Services

Subject: Pre-Retirement Seminars

DD: 10/10/01

ATTENTION CSRS and FERS EMPLOYEES! It's never too late (or too early) to plan your retirement! We are offering two pre-retirement planning workshops in Sacramento in November 2001. One class will be specifically designed for CSRS employees (including CSRS-Offset) and the other for employees covered under FERS. All employees covered under either retirement system and who are within 10 years of retirement are encouraged to attend. This will be an excellent opportunity for you to learn the most current information about your retirement benefits and how to plan your personal and financial future to create a secure and fulfilling retirement for you and your family.

The 3-day classes will be held at the Federal Building on Cottage Way, Sacramento, in the conference room located behind the cafeteria. The CSRS class will be held on November 5 through 7, 2001, from 8:00 am to 4:00 pm. The FERS class will be held on November 14 through 16, 2001, from 8:00 am to 4:00 pm. Both classes are for employees who want to examine the important aspects of beginning retirement planning. They cover a variety of topics, such as deposits, redeposits, military service credit, survivor benefits, TSP, and more. In addition, a Financial Planner and an Estate Planning Attorney will address the class on financial planning, preparation of wills, and estate planning.

The classes are limited to 30 participants (spouses are welcome to attend at no extra cost). Any travel and per diem expenses for the seminar will be the responsibility of the field offices. Individual student cost for the seminar depends on the number of participants. If all slots are filled, the cost will be \$175 per participant. We will let you know the cost as soon as we have a complete list of attendees.

If you would like to attend the course, please submit your nomination through your supervisor to the

Human Resource Services Office, CA-945, by **October 10, 2001**. Nominations should include cost codes. If you have any questions, please contact Angie Dailly at (916) 978-4476.

Signed by:
Karen Barnette
DSD, Support Services

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